



White Bear Lake Area Schools Title I Parent Involvement Plan 2017-18

Each school district must establish the district's expectations for parent involvement. [Section 1118(a)(2), ESEA.]

Each district and school must develop jointly with, agree on, and distribute to parents of participating children, a written parental involvement plan that contains information required by the Elementary and Secondary Education Act (ESEA). The plan establishes the district's and school's expectations for parent involvement, describes how the district and school will implement a number of specific parent involvement activities, and is incorporated into the district's Title I, Part A, application in SERVS.

Districts with two or more Title I schools are encouraged to have a District Parent Involvement Plan and each school have their own School Parent Involvement Plan. Each of these plans is outlined below.

The School Parent Involvement Plan

Schools, in consultation with Title I parents, can follow the sample template as a framework for the information to be included in their parent involvement plan. Schools can follow this sample template to establish the school's expectation for parent involvement and ensure all of the components have been incorporated. Schools, in consultation with Title I parents, are encouraged to include other relevant and agreed upon activities and actions that will support effective parent involvement and strengthen student academic achievement. The school parent involvement plan must include such information as the parent-teacher compact, annual parent meeting, annual assessment of parent involvement, and more. Schools are expected to have the plan accessible on their school website for the public to view.

School Parent Involvement Plan Example

[School Name]
Title I Parent Involvement Plan
[School Year]

[School Name] is committed to the goal of providing quality education for every child in this district. To this end, we want to establish partnerships with parents and with the community. Everyone gains if school and home work together to promote high achievement by our children. Neither home nor school can do the job alone. Parents play an extremely important role as children's first teachers. Their support for their children and for the school is critical to their children's success at every step along the way.

Part I: School Parent Involvement Plan Required Components

1. [School Name] will jointly develop/revise with parents the school parent involvement plan and distribute it to parents of participating children and make available the parent involvement plan to the local community.

- Activity/Activities
- Date/Dates
- Contact Person/s

- Phone Number

2. [School Name] will convene an annual meeting, at a convenient time, to which all parents of participating children shall be invited and encouraged to attend, to inform parents of their school's participation under this part and to explain the requirements of this part, and the right of the parents to be involved.

- Activity/Activities
- Date/Dates
- Contact Person/s
- Phone Number

3. [School Name] will offer a number of flexible meeting options, such as meetings in the morning or evening, and may provide, with funds provided under this part, transportation, child care, or home visits, as such services relate to parental involvement.

- Activity/Activities
- Date/Dates
- Contact Person/s
- Phone Number

4. [School Name] will involve parents, in an organized, ongoing, and timely way, in the planning, review, and improvement of the school plan under section 1112, schoolwide under section 1114 and the process of the school review and improvement under section 1116.

- Activity/Activities
- Date/Dates
- Contact Person/s
- Phone Number

5. [School Name] will provide parents of participating children –

- a. timely information about programs under this part;
- b. a description and explanation of the curriculum in use at the school, the forms of academic assessment used to measure student progress, and the proficiency levels students are expected to meet; and
- c. if requested by parents, opportunities for regular meetings to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their children, and respond to any such suggestions as soon as practically possible.

- Activity/Activities
- Date/Dates
- Contact Person/s
- Phone Number

6. If the schoolwide program plan is not satisfactory to the parents of participating children, submit any parent comments on the plan when the school makes the plan available to the local educational agency.

Part II. Required Shared Responsibilities for High Student Academic Achievement

As a component of the school-level parent involvement plan, each school shall jointly develop with parents for all children served under this part a school-parent compact that outlines how parents, the entire school staff, and students will share the responsibility for improved student academic achievement.

- Conduct a parent/teacher conference in elementary schools, annually (at a minimum), during which the compact shall be discussed as the compact relates to the individual child's achievement;
- Provide frequent reports to parents on their children's progress; and
- Provide parents with reasonable access to staff, opportunities to volunteer and participate in their child's class and observation of classroom activities.

Key contacts throughout the plan are:

Mariel Culhane, Federal and State Program Coordinator

mariel.culhane@isd624.org

Classroom teachers and Title I Staff at all Title I identified buildings

Title I Timeline and Components

Summer (beginning of fiscal year)

Action: Title I requirements reviewed
Completed by: Federal and State Program Coordinator

Summer (beginning of fiscal year)

Action: Entrance and exit criteria reviewed
Completed by: Federal and State Program Coordinator, Assessment Coordinator, Title I District-Wide staff

Summer/Fall

Action: Entrance and exit criteria communicated to teachers
Completed by: District-Wide Title I Staff, Building Principals, Instructional Leadership Team

Summer/Fall

Action: Entrance and exit criteria communicated to parents
Completed by: Building Principals, Classroom Teachers, Title I Staff

Fall

Action: Overview/update of Title programs for Curriculum & Instruction Committee
Completed by: Federal and State Program Coordinator

First Week of School Year

Action: Continue services to students identified at the end of the previous school year. Begin identification of new students who qualify for services.
Completed by: Building Principals, Classroom Teachers, Intervention Staff

Last week of September/Beginning of October

Action: Students identified for Title I program. Student compact shared with parents.
Completed by: Building Principals, Classroom Teachers, Title I teachers

By the End of October

Action: Title I Overview parent meeting on curriculum, instruction,

assessments. Parents will also receive a list of resources and strategies to aid their involvement with their child's instruction.

Completed by: Principals, Classroom teachers, Title Staff

Monthly Throughout the Year

Action: Parent communication via conference, email, mail, or phone describing student achievement (MAP, MCA IIIs, ACCESS for ELLs, English Language proficiency assessments, grade level common assessments, classroom assessments, etc.)

Completed by: Classroom teachers, Title Staff, Principals

Twice a year

Action: Parent meetings to discuss literacy and mathematics support at home. State standards and state, district and school assessments will be discussed. Parents will be reminded how to access the Parent tools (Skyward and Schoology) to keep up to date on their children's progress.

Completed by: Principals, Classroom teachers, Title Staff

Twice a year

Actions: *Parent Engagement* – Two evening events held at Title I locations will provide families of students who receive Title I service the opportunity to receive information on the implementation of literacy and math activities that can be carried out at home. These events will also provide the opportunity for families to gather information about services available through the district family support advocate.

Completed by: District-wide Title I Support Staff, Federal and State Program Coordinator, Building Principals

Spring

Action: Parent meeting to evaluate the Title I program, including parent involvement.

Completed by: Principals, Title Staff

Summer (end of fiscal year)

Action: Summary of Title I activities and allocations for next year -

Completed by: Federal and State Program Coordinator

For all meetings that involve parents, agendas and sign in sheets will be kept on record.

Part III. Building Capacity Requirements for Involvement

To ensure effective involvement of parents and to support a partnership among the school involved, parents, and the community to improve student academic achievement, each school and local educational agency assisted under this part –

- Shall provide assistance to the parents of children served by the school or local educational agency, as appropriate, in understanding such topics as the state's academic content standards and state student academic achievement standards, state

and local academic assessments, the requirements of this part, and how to monitor a child's progress and work with educators to improve the achievement of their children.

- Activity/Activities: Conferences, District Wide PAC
 - Date/Dates: Differ by building/ ongoing
 - Contact Person/s: Title I intervention Teachers, Building Principal's; Federal and State Grants Coordinator
- Shall provide materials and training to help parents to work with their children to improve their children's achievement, such as literacy training and using technology, as appropriate, to foster parental involvement.
 - Activity/Activities: Conferences, Parent Engagement school events, District Wide PAC
 - Date/Dates: Differ by building/ ongoing
 - Contact Person/s: Title I intervention Teachers, Building Principal's; Federal and State Grants Coordinator
- Shall ensure that information related to school and parent programs, meetings, and other activities is sent to the parents of participating children in a format and, to the extent practicable, in a language parents can understand.
 - Activity/Activities: Newsletters, District Website, electronic and paper base correspondence, survey, phone calls. Materials translated and/or interpreters provided where applicable.
 - Date/Dates: Differ by building/ ongoing
 - Contact Person/s: Title I intervention Teachers, Building Principal's; Federal and State Grants Coordinator
- Shall provide such other reasonable support for parental involvement activities under this as parents may request.
 - Activity/Activities: Conferences, Parent Engagement school events, Annual Meeting, District Wide PAC
 - Date/Dates: Differ by building/ ongoing
 - Contact Person/s: Title I intervention Teachers, Building Principal's; Federal and State Grants Coordinator
- May arrange school meetings at a variety of times, or conduct in-home conferences between teachers or other educators, who work directly with participating children, with parents who are unable to attend such conferences at school, in order to maximize parental involvement and participation.
 - Activity/Activities: Parent Engagement school events, meetings at parent request, Annual Meeting, District Wide PAC
 - Date/Dates: Differ by building/ ongoing
 - Contact Person/s: Title I intervention Teachers, Building Principal's; Federal and State Grants Coordinator
- May adopt and implement model approaches to improving parental involvement.
 - Activity/Activities: Parent Engagement school events, Annual Meeting, District Wide PAC
 - Date/Dates: Differ by building/ ongoing
 - Contact Person/s: Title I intervention Teachers, Building Principal's; Federal and State Grants Coordinator
- May establish a district parent advisory council to provide advice on all matters related to parental involvement in programs supported under this section.
 - Activity: District Wide Parent Advisory Committee
 - Location: WBL Public Library
 - Dates: February 28th, March 28th, April 25th, & May 30th, 2018
 - Contact Person: Mariel Culhane, Federal and State Grants Coordinator
 - Phone number: 651-407-7686

Part IV. Accessibility Requirements

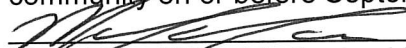
In carrying out the parental involvement requirements of this part, districts and schools, to the extent practicable, shall provide full opportunities for the participation of parents of children with limited English proficiency, parents of children with disabilities, and parents of migratory children, including providing information and school reports in a format and, to the extent practicable, in a language such parents can understand.

- Activity/Activities: Conferences, Parent Engagement school events, Annual Meeting, District Wide PAC
- Date/Dates: Differ by building/ ongoing
- Contact Person/s: Title I intervention Teachers, Building Principal's; Federal and State Grants Coordinator

Part V. Adoption

White Bear Lake Area Schools Parental Involvement Plan has been developed jointly with, and agreed on with, parents of children participating in Title I program, as evidenced by meeting minutes.

The Parent Involvement Plan was developed by White Bear Lake Area Schools and will be in effect for the period of 2017-2018 school years. The district will distribute this Parent Involvement Plan to all parents of participating Title I children and make it available to the community on or before September 12, 2017.



Signature of Title I Authorized Representative

9/12/17

Date